

Blackwater and Hawley Town Council, Council Offices, Blackwater Centre,  
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Dear Councillors,

3<sup>rd</sup> November 2020

In accordance with the Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 this meeting is to be held virtually.

Members of the public remain welcome to attend the meeting which will be held using the Zoom conferencing platform. To obtain the login details please email [enquiries@blackwaterandhawleytowncouncil.gov.uk](mailto:enquiries@blackwaterandhawleytowncouncil.gov.uk) by 4pm on Monday 9<sup>th</sup> November 2020.

You are hereby summoned to attend a **MEETING** of **Blackwater and Hawley Town Council** to be held as a **VIRTUAL MEETING** on Monday 9<sup>th</sup> November 2020 immediately following the Planning and Payments Committee Meeting for the purpose of considering and resolving upon the subjects and matters set out in the Agenda below.

Yours sincerely

**Jo Shaw**  
Town Clerk

## **AGENDA**

- 1. Apologies for Absence**
- 2. Declarations of Councillor Interests**
- 3. Report of the Chair of the Council**
- 4. Councillor questions**
- 5. Democratic Fifteen Minutes**  
To allow members of the public to speak or ask questions, with priority given to items on the agenda.
- 6. Minutes**  
To consider the minutes of the meeting of the Town Council held on 5<sup>th</sup> October 2020 and, if appropriate, to authorise their signing as a true and correct record.
- 7. Matters Arising**  
To discuss any matters arising from the meeting of 5<sup>th</sup> October 2020 not discussed elsewhere on this Agenda.
- 8. To Receive Minutes of Committees and Sub Committees**
  - a) Planning & Payments Committee Meeting held on 5 October 2020
  - b) Planning & Payments Committee Meeting held on 26<sup>th</sup> October 2020
  - c) Finance Committee Meeting held on 26<sup>th</sup> October 2020

**9. To Receive Reports from Outside Bodies**

**10. Community Rail Partnership – ‘Adopt a Station’ Initiative**

Councillors to discuss and consider this initiative which would encourage the involvement of local people in the appearance and facilities at Blackwater Railway Station. Further information can be found at:

<https://communityrail.org.uk/wp-content/uploads/2019/07/Acorp-Station-Adoption-Booklet-050719.pdf>

**11. Estates Report**

Councillors to consider the contents of written reports (to follow) on the current status of the following Town Council Facilities:

- Coffee Shop on the Green
- Blackwater and Hawley Inn (including recent stocktake)
- Leisure Centre / Memorial Halls
- Cemetery Update
- Sports Pitch Work
- Multi-Purpose Area

**12. Other Business – not for decision**

**13. Exclusion of the Public & Press**

In view of the confidential nature of the business to be transacted it is proposed that the press and public be excluded for the rest of the meeting.

**14. Confidential Minutes**

To consider the confidential minutes of the meeting of the Town Council meetings held on 5<sup>th</sup> October 2020 and, if appropriate, to authorise their signing as a true and correct record.

**15. Matters Arising**

To discuss any matters arising from the confidential minutes of 5<sup>th</sup> October 2020 not discussed elsewhere on this Agenda.

**16. Staffing Update**

The Town Clerk to provide an update on the current staffing situation.

**17. DASH Lease – Youth Suite**

The Town Clerk to provide a verbal update on the Draft Deed of surrender and TR1 document transferring responsibility for the Youth Suite/DASH building from Leonard Cheshire to the Town Council.